

Classification Standards (DDC)

Annotated Bibliography

Davis, Sydney W., and New, Gregory R. *Abridged 13 Workbook: For Small Libraries Using Dewey Decimal Classification Abridged Edition 13*. Albany, NY: Forest Press, 1997.

Print. This workbook, its descriptions and exercises can help the school librarian gain practice with DDC issues that can be applied to actual classification scenarios. Exercises in the workbook are helpful in helping a librarian to identify and recognize unusual or unique cases, and thus ensure that all records are accurate and complete.

Dewey, Melvil. *Abridged Dewey Decimal Classification and Relative Index: Edition 14*.

Dublin, OH: Online Computer Library Center, 2004. Print. This is the definitive reference used to assign DDC numbers. The Relative Index and Summaries included in this work are generally utilized as the first steps in creating unique DDC numbers.

Dewey Services : Updates : New and changed entries. OCLC. Online Computer Library Center, Mar. 2011. Web. 20 Apr. 2011. This page of the Online Computer Library Center's (OCLC) webpage describes changes and updates made to both the full and abridged editions of the Dewey Decimal Classification (DDC) system are posted on the first day of each month. It can be checked frequently to ensure up-to-date records are maintained.

Global Editing Basics: MARC Magician Professional, Tutorial 7." *Mitinet Library Services*.

4 June 2008. Web. 21 Apr. 2011. Utilize this tutorial to learn or review the process for making global cataloging changes to Dewey Classification numbers within the MARC Magic Professional program.

Online Computer Library Center. *Dewey Services*. Online Computer Library Center, 2011.

Web. 22 Apr. 2011. This section of the OCLC website contains a wide variety of resources dealing with the Dewey Decimal Classification system. It provides a starting place within the OCLC system to investigate questions regarding DDC.

----- "Summaries: DDC Dewey Decimal Classification." Dublin, OH: OCLC, 2003. PDF. 20

Apr. 2011. This site contains a brief introduction to the Dewey Decimal System of Classification, including a discussion of how to create DDC numbers. Also included are the main summaries - the ten main classes, the hundred divisions and the thousand sections.

Pruyne, Lori, and Rosanne Gosselin. "Navigating the Dewey Decimal Classification

System." *LSCI Cataloging Manual Spring 2011*. Wikispaces, Apr. 2011. Web. 22 Apr. 2011.

<<http://lsc5521catmanualsp11.wikispaces.com/file/view/High+School+DDC+Guide.pdf>>. This pamphlet is a resource that can be used as a reference to DDC numbers and shelving guide both by library patrons and librarians.

Weihs, Jean and Sheila S. Intner. *Beginning Cataloging*. Santa Barbara, CA: Libraries

Unlimited, 2009. Print. Provides explanations of the rules and tools that libraries can use to classify and catalog materials. An excellent resource for basic questions involving the DDC.